



**Ryan Marine, Inc**

**P.O. Box 5064, Suffolk, VA 23435  
 (757) 538-8013 / Fax (757) 538-1333  
 www.ryanconstruction.us**

## Application for Employment

### Equal Opportunity Employer

Employees of Ryan Marine, Inc. and qualified applicants are considered for all positions without regard to race, color, religion, gender, national origin, age, covered veteran's status, marital status, or the presence of a non-job-related medical condition or disability.

**\*PLEASE READ EACH SECTION CAREFULLY. IT IS MANDATORY THAT THE APPLICATION IS COMPLETED IN FULL TO BE CONSIDERED FOR EMPLOYMENT. ANY INCOMPLETE APPLICATION WILL BE DISCARDED. A FULL BACKGROUND CHECK WILL BE PERFORMED FOR ALL APPLICANTS SELECTED FOR HIRE.\***

APPLICANT INFORMATION										
Position Applied for										
Last Name					First			M.I.	Date	
Street Address								Apartment/Unit #		
City					State			ZIP		
Phone						E-mail Address				
Date Available							Desired Salary			
MAILING ADDRESS:										
Are you a citizen of the United States?			YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.?			YES <input type="checkbox"/>	NO <input type="checkbox"/>	
Have you ever worked for this company?			YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?					
Have you ever been convicted of a felony?			YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain					
EDUCATION										
High School						Address				
From		To		Did you graduate?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree		
College						Address				
From		To		Did you graduate?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree		
Other						Address				
From		To		Did you graduate?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree		
LICENSES and CERTIFICATION										
Type of Driver's License you possess:		None <input type="checkbox"/> Standard <input type="checkbox"/> Commercial (CDL) <input type="checkbox"/> Class: _____ State: _____ Exp Date: _____								
Other Licenses/Certification:										

AUTHORIZATION – “I give my permission by signing this document for Ryan Marine, Inc. to obtain a DMV report of my driving record. If I am employed by Ryan Marine, Inc., I give them permission to obtain a DMV report of my driving record quarterly for insurance purposes only.”

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

PREVIOUS EMPLOYMENT			
Company		Phone	
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary \$
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company			
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary \$
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company			
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary \$
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			

MILITARY SERVICE	
Branch	From To
Rank at Discharge	Type of Discharge
If other than honorable, explain	

**REFERENCES**

*Please list three professional references.*

Full Name		Relationship	
Company		Phone	
Address			
Full Name		Relationship	
Company		Phone	
Address			
Full Name		Relationship	
Company		Phone	
Address			

**EMERGENCY CONTACTS**

Full Name		Relationship	
Address			
Telephone:		Cell Phone/Other	
Full Name		Relationship	
Address			
Telephone:		Cell Phone/Other	

**Ryan Construction Co., Inc. is a drug free workplace.  
 All employees must pass a drug test prior to employment.  
 Ryan Marine, Inc. is an AT WILL Employer**

Authorization:

I certify that answers given herein are true and complete to the best of my knowledge without omissions of any kind whatsoever. I agree that Ryan Marine, Inc. shall not be liable in any respect if my employment is terminated because of the falsity of statements, answers, or omissions made by me in this application.

I understand that false or misleading information given in my application or interview(s) may result in termination of my application or discharge from employment if I am hired. If employed, I understand that I am required to abide by all rules and regulations of Ryan Marine, Inc.

I consent to any pre-employment substance abuse, driving records check and/or criminal background investigations which may be required for the position for which I am applying.

I hereby authorize any of my current and/or former employers, schools, other entities or persons to furnish Ryan Marine, Inc. with any information they may have concerning my employment or educational history, and I release Ryan Marine, Inc. and all providers of information from any liability as a result of furnishing and receiving this information.

Further, it is understood that any information received as per this authorization will be used only for the purpose for which it was obtained, and will be held confidential by the recipient and may become part of my personnel file if hired.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_